

**INVITATION FOR CONSULTANT SERVICES**  
**For**  
**Colorado Department of Transportation Region 2**

**“As Needed” Non Project Specific Surveying and Right of Way Services**  
**Public Notice for Professional Consultants**

The Colorado Department of Transportation (CDOT) intends to hire three (3) Professional Consultants for this Project. The selected Consultants will contract to provide Non Project Specific Surveying and Right of Way Services in CDOT Region 2.

The contract work will be done on an "as needed basis". The term "as needed" means neither CDOT nor the consultants have an obligation under the contract unless and until a task order is issued. A contract resulting from the Invitation for Consultant Services is considered a "pricing agreement." The term of the contracts shall be for two years, with an option at CDOT's sole discretion, to extend the contract for an additional year to complete task work initiated during the initial term. Each contract amount shall not exceed \$500,000.00. CDOT intends to execute contracts with the three (3) highest ranked consultants from the selection process. CDOT may elect to use this contract for projects in other CDOT regions with consultant and Region 2 approval, as necessary.

DESCRIPTION: Consultant services will consist of all work necessary to provide field surveying, right-of-way plans, photogrammetry, administrative support, traffic control, quality control, title work, pre-construction and post-construction tasks, and other services, as further described in the Scope of Work.

SPECIAL PROJECT REQUIREMENTS: The Consultant is responsible for:

- A. Presurvey Meeting
- B. Progress Meetings
- C. Secure Right of Entry
- D. Traffic Control and Traffic Control Plan
- E. Underground Utility Locates
- F. Survey Data Research
- G. Establish Ground Control
- H. Property/Boundary Surveys as needed
- I. TMOSS Survey
- J. Map Compilation
- K. Right of Way Research including adjoiners vesting deeds, title commitments, or memorandums of ownership
- L. Right of Way Plan/Map Preparation
- M. Right of Way Mapping (Mapping of existing right of way only)
- N. Right of Way Staking (Existing ROW, new ROW, and easements as necessary delineated for Appraisal)
- O. Right-of-Way Monumentation (CDOT Monument)
- P. Property Monumented Land Survey (As required per Colorado Revised Statutes)
- Q. Review by a licensed Professional Land Surveyor
- R. Slope and Structure Staking
- S. Final TMOSS Survey

Interested Consultants:

The prime firm of each team must be on CDOT's list of prequalified consultants by Thursday, February 2, 2012. Prequalification must be done annually. Consultants who are not prequalified, or who have questions regarding their prequalification, should immediately contact Bernie Rasmussen, Engineering Contracts Office at telephone (303) 757-9400.

For the Capacity Factor included in the Statement of Interest portion of the consultant's submittal, and as described in the SOI/WP Preparation Instructions For Consultants, the prime firm must show, for the prime firm or any member of its team, capacity in the following disciplines: Right of Way and Surveying.

Submit six (6) copies of the Statement of Interest/Work Plan no later than 12:00 noon local time Thursday, February 9, 2012 to:

Steve Giampaolo  
Contracting Officer  
Colorado Department of Transportation  
4201 E. Arkansas Ave., 4<sup>th</sup> Floor - Central  
Denver, CO 80222

The Scope of Work along with the latest "Consultant Instructions for the Statement of Interest/Work Plan" and the anticipated consultant selection schedule must be obtained from the address shown above or from the CDOT website ([www.dot.state.co.us/BusinessCenter/Consultants](http://www.dot.state.co.us/BusinessCenter/Consultants)). Previous editions of the instructions should not be used.

**STATEMENTS OF INTEREST/WORK PLANS RECEIVED AFTER THE TIME AND DATE SPECIFIED WILL BE REJECTED. THE STATEMENT OF INTEREST/WORK PLAN MUST COMPLY WITH CDOT'S STANDARDIZED FORMAT REQUIREMENTS. PLEASE REFER TO THE INSTRUCTIONS. FAILURE TO FOLLOW THE REQUIRED FORMAT AS PROVIDED IN THE STATEMENT OF INTEREST/WORK PLAN INSTRUCTIONS MAY RESULT IN YOUR SUBMITTAL BEING REJECTED.**

**Questions of a technical nature regarding this project may be directed to:**

**Name:** Jeff Eickelman or Tom Adams  
**Organization:** CDOT Region 2  
**Telephone:** (719) 546-5496 or (719) 546-5454

**CDOT will NOT be holding interviews for this Consultant selection.** As a result, all firms will be submitting a Statement of Interest and Work Plan. The following criteria are the bases for final selection: Workload Factor; Project Team; Firm Capabilities; Past Performance on Similar Projects/Similar Teams; Work Location; Capacity; UDBE Participation; ESB Participation; and Work Plan, which includes Project Goal(s), Project Control, Project Concept, Project and Critical Issues.

**NOTE:** Firms submitting a Statement of Interest/Work Plan (SOI/WP) must, in their submitted SOI/WP, expressly commit, and identify by name, key employees of their own staff, as well as of the staffs of the sub-consultants on their teams, to be available to do the work.

The Department has determined the contract goal for UDBE participation in this contract will be met with certified DBEs who have been determined to be underutilized on professional services contracts. At this time, **all DBEs** will be considered to be UDBEs. The UDBE goal for this project is:

**3% (Three Percent)**

The type of compensation on this contract is anticipated to be a Cost Plus Fixed Fee, subject to further review by CDOT.

CDOT assumes no obligation of any kind for expenses incurred by any respondent to this solicitation. The right is also reserved by CDOT to reject any and all submittals.